

2010-102 AUDIT SCOPE AND OBJECTIVES — Administrative Office of the Courts’ California Court Case Management System

The audit by the Bureau of State Audits will provide independently developed and verified information related to the Administrative Office of the Courts’ oversight and development of the California Court Case Management System. The audit would include, but not be limited to, the following:

1. Review and evaluate the laws, rules, and regulations significant to the audit objectives.
2. Determine the goals of the CCMS and how they were defined. Determine if the original goals have been refined and when such refinements occurred. In addition, determine if such refinements have been integrated with existing estimates and plans.
3. Evaluate AOC’s method for determining the annual budget for the CCMS and the extent to which it considers its other priorities, particularly given the recent reductions in state resources. Compare the proportion of the annual expenditures for the CCMS to the overall annual budget of the AOC.
4. Identify the original cost estimates or budget for the system, the actual amount spent to date, as well as the budget and time projections to complete the system. Determine whether the actual expenditures to date have accomplished the respective goals anticipated for the amount spent and contrast budgeted expenditures to date with actual expenditures.
5. Determine whether the AOC has a process to ensure the goals for the CCMS are being met and continue to best serve the needs of the Judicial Branch. Determine whether AOC’s monitoring process also identifies project costs and any milestones to allow for timely adjustments when necessary.
6. Determine if the current contractors’ scopes of work are sufficient to complete the CCMS project.
7. Determine if the plan for the CCMS contains a clear path for completing the project, including key milestones, their estimated costs and completion times. Assess whether projected costs and deadlines are attainable.
8. Review and assess any other significant issues that are relevant to the CCMS.